

G.A (OP.IV) Department.

Sub: Estt - GAD - Exemption for signing in the attendance Register being maintained by G.A (OP.IV) Department to PAGB.II Staff - Request - Reg.

Ref: Note from A.S to Chief Minister.

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Please see the note received from A.S to Chief Minister at page 1 cf., and endorsement of Joint Secretary to Government (Genl) thereon.

The A.S to Chief Minister has stated that G.A (PAGB.II) Section is attached to Chief Minister's Office which is looking after the work relating to several letters/representations being received by the CM's Office from general public / Camp Office/Help desk and Post Office. They are being given CMP Nos. by computerizing them and sent to the concerned Departments of Secretariat/Heads of Departments / District Collectors etc. The A.S to Chief Minister has further informed that PAGB.II staff are coming early to office and sitting late in the evenings and some time on holidays whenever in the case of urgency. They are maintaining leave account (except E.L) and attendance Register being maintained by A.S to CM.

In view of the above, A.S to Chief Minister has requested for exemption of signing in the General Attendance Register which is maintained by G.A (OP.IV) Section for G.A (PAGB.II) Section staff.

It is submitted that the G.A (OP.IV) Section is consolidating the attendance report daily and submitted to Prl.Secy (Poll) / DS (Genl.) / AS (Estt.) / G.A (SW.II) Section which are received from G.A (SB.II) / G.A (SC.B) / G.A (OP.V) and G.A (OP.IV) Section. The personal staff of officers and Main Reception Staff are coming early to office and sitting late hours in the evening. But they are signing in General Attendance Register only. Further submitted that staff who are working in holidays generally they are availing CPL. It is also submitted that every day between 10.30 - 11.00 A.M. The attendance register are being kept at "B" Block ground floor for easy to sign all staff.

With the above information, the file may be submitted for orders.